

USMS CONVENTION – DALLAS, TEXAS - 2002

Committee Name: Datatbase Task Force

Session #: (if more than one) _____ Agenda item #: 3

ACTION ITEMS

Committee Chair: Jim Miller, MD

Vice Chair(s): _____

Number of committee members present: 8 Absent: 1 Total delegates attending this meeting: 58 +/-

Committee Members present: Jim Miller, MD, Hugh Moore, Betsy Durrant, Leo Letendre, Carl House, Pieter Cath, Anna Lea Roof, Tracy Grilli

MINUTES

Time Meeting Called to Order: 4:18 pm

1. Overview of the Database Project to date

- At the 2001 HOD meeting in Louisville, KY, \$18,000 was approved for the conversion of the History and Archives Database from the current database to a more conventional one.
- During the first few History and Archives meetings following the 2001 Convention it was realized that this database was just one of many within USMS. It was realized that these numerous databases, ranging from “state of the art” to “3 x 5 cards” do not communicate. It was determined that all USMS should be under one database “umbrella”.
- As History and Archives moves forward with the conversion, the goal is for it not to have to be “re-done”.
- A Task Force was put together and a survey was sent to the members of the Board of Directors to determine what databases exist including what is the contents of the database and what program is being used.
- A uniform ID or “Permanent ID” must be created for each swimmer
- The “Draft” of the Proposed Project Development Plan was distributed and the Budget was reviewed.
- An example was given by Anna Lea Roof – swimmer swam, broke records and was found that he was not registered. If Top Ten recorders were required to use a registration number, this would not have happened. Having a coordinated database and a permanent ID would cut down on errors.
- The understanding from those in the field is that it would cost the organization less money to create one main database rather than continue to update the current individual databases.

2. Question/Answer

- Barbara Thomas asked for a quick overview, timeline and the budget of the project - There are other pieces that have not been put into place and the project is not mature enough to determine yet.
- Julie Heather asked if the database was for all or for the individual LMSCs - It is for both. She mentioned that she is a database programmer and has already developed a number of programs for her LMSC. Betsy Durrant mentioned that this database would have different levels of access to date (members, coaches, administrators, etc).
- Hugh Moore stated that the task force felt that a substantial portion of this project could be done by volunteers. What the project needs right now is a Project Administrator.
- Sandi Rousseau was concerned with the high budget, since many of the committees have been asked to work on making cuts - \$18,000 of the total of \$33,500 is actually money that was budgeted in 2001 that is being carried over to 2002 in the budget. Any \$ not used from the \$18,000 will be allotted to the Database Project
- Ginger Pierson asked for a ballpark of “what we would save” – according to the experts the savings would be long term both financially and on our volunteer base
- Susanne Rague asked about other software packages, specifically the Hy Tek meet management program – the task force is looking globally and not at one vendor. Leo Letendre stated that the database that is created would be able to be used with any of the meet management programs
- Mary Pohlman stated that their registrar is not currently using the USMS preferred registration program – the sooner all LMSCs are using the most up to date software, the easier the transition will be
- Tom Hindle stated that when the effort is done, we must stick with the standard and keep in mind that website expectations are high.
- Julie Heather stated that as a registrar she will want to be able to have access to the raw format so that she will be able to create specific reports – Anna Lea said that this was definitely being considered and is a priority

- Dave Miller said that the creation of the Permanent ID had to be the first task and felt that through the process of developing the plan priorities would be determined. The task force would like to appoint a Project Administrator and they can set the priorities so that we do not waste \$.
- Paul Wrangell is interested in accessing the database as a swimmer/coach and the running of meets.
- Anna Lea stated that we are currently looking into on-line registration, the “problem” at this time is the legalities of the electronic signature and she is speaking to the Legal Counsel concerning this

Time Meeting Was Adjourned: 4:48 pm